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**Office Memorandum • UNITED STATES GOVERNMENT**

25X1

TO : Director of Training

DATE: 18 September 1958

FROM : Chief/Language and Area School/TR

SUBJECT: Weekly Activities Report #37

Document No. 10

NO CHANGE in Class.

☐ DECLASSIFIED

Class. CHANGED TO: TS S C

DEA Memo, 4 Apr 77

Auth: DEA REC. 77/1763

Date: 08 MAR 1978 By: **A. SIGNIFICANT ITEMS**

Intensive Russian cancelled. Reason: only two students. Students sent to FSI. -- Intensive Chinese begun. Two students. Conducted only because of vast superiority of LAS course over FSI course. -- Intensive Japanese to be cancelled. No students. -- Persons presumably not authorized to study languages on official time but given opportunity for instruction on personal time number over 350.

DDS

TK

**B. OTHER ACTIVITIES**

1. A Colonel Finneran of Army has asked us to talk with a Colonel Wing Jung, a Miss Ruth Linz and a Mr. Rudolph Berkhouse about the general problem of language proficiency testing (unclassified). Meeting will be on 18 September, 1030 hours.

2. A Mrs.  of OCR called to inform us of an up-coming TV Russian course sponsored by Educational Services and taught by Mrs. Jacobsen of GW. A ten dollar registration fee will cover cost of "guide," examination and certificate.

3. We have decided to experiment with a new method of catching odd-ball requirements in a single language. Language is Italian. Instead of starting off with a customary minimum of four and watching the class gradually peter out due to drop-outs, we will start with two beginners and gradually build in two or three not-quite-beginners. We have a moderate "assurance" that all will continue until spring or later. (The alternative; external training, expensive in non-productive time and in money, which this is designed to avoid).

4.  on half-time contract, is expected to report on 22 September.

5. Panels last week recommended proposed training for four persons and recommended against training (intensive Chinese) for a fifth.

6. Individual counseling has been provided this week on study of Japanese, Cantonese and Korean.

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7. Preliminary discussions have been held with [ ] of WE with a view to detail of a Romance language specialist to the School for a period of months. At present we have three other staff employees on detail, considerably enriching our capabilities without incurring any obligation for OTR.

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8. The Management Staff has indicated preparedness to approve the IAS organizational plan. Final drafts of staff job descriptions should be ready this week for discussion with classification specialists.

9. At suggestion of PO/TR, [ ] will interview Herbert [ ] to determine whether or not he could contribute to our activities during an interim detail. So far, I am unaware of specialties that fit into our activities.

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10. USIA has asked aid in locating tutors for Swedish, Norwegian and Czech. So far we have succeeded on the first two. Completing our "middle man" role in locating a Norwegian tutor and reaching for USIA an agreement of terms, we were informed that the requirement was cancelled.

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A. SIGNIFICANT ITEMS

None to report.

B. OTHER ACTIVITIES

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[REDACTED]

It was decided that the methods under discussion would be tested with respect to training in tradecraft terminology and communications teaching. An approach to applying automation to language teaching will be made by Mr. [REDACTED] in connection with the teaching of Chinese characters. Further thought will be given informally to the possible applications in other fields of language training.

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French

2. The two Basic Full-Time/classes got off to a good start. At this point the lower aptitude group of five students shows as much promise as the higher aptitude group of four. The two groups are instructed separately but will merge for companionate activities such as - Living Language Tours, [REDACTED] etc.

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[REDACTED]

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A. SIGNIFICANT ITEMS

None to report.

B. OTHER ACTIVITIES

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1. [ ] - AAO #10 was cancelled because registration reached only 2 for the full course and 2 for the experimental "Saturday Special" for dependents. Registration for the last offering, in June, was 26, and the average over a 3-year period has been close to 30. Fall is the slack season, however, in movement of personnel to this area - registration last September was 13; in September 1956, it was 16. After consultation with EE, we have decided in the future to substitute an extra offering about 1 April, thus providing three annual offerings prior to 1 July.
- DDS
- TK

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2. Mrs. [ ] of the Language staff deserves special mention for the superb translation she has completed of Part I of the "Free Europe" film. This is a highly exacting type of translation in view of the requirement for precision timing on each cue. First draft, which we had done in FDD, was found to be almost worthless. With [ ] help, we are proceeding to make German and French sound tracks, which we believe will have a long-term value in language/area training.
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